



## KNIGHTDALE TOWN COUNCIL MINUTES

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950 Steeple Square Court, Knightdale, North Carolina 27545

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**March 7, 2011**

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

**PRESENT:** Mayor Russell Killen; Mayor Pro Tem Mike Chalk;  
Councilors Jeff Eddins, Terry Gleason, Tim Poirier and  
James Roberson.

**ABSENT:** No one.

**Staff Members Present:** Clyde Holt, Town Attorney; Seth Lawless, Town Manager;  
Suzanne Yeatts, Town Clerk/HR Director; Chris Hills,  
Planning Director; Fred Boone, Town Engineer; James  
Overton, Finance Director; Tracy Pedigo, Public Works  
Director; Shawn Brown, Public Safety Director; Jeff  
Triezenberg, Senior Planner; Jennifer Currin, Senior  
Planner; Tim Guffey, Fire Chief; Ron Fullerton, Public  
Safety Officer; Don Ayscue, PSO Detective; Orlando Soto,  
PSO Detective; Lawrence Capps, Public Safety Officer.

Meeting called to order by Mayor Killen at 7:00 p.m.

### WELCOME

Welcome by Mayor Killen.

### INVOCATION

Invocation by Councilor Eddins.

### ITEM I. ADOPTION OF AGENDA

**...Motion by Councilor Roberson to adopt the agenda.  
Motion seconded by Councilor Eddins and carried unanimously.**

### ITEM II. APPROVAL OF MINUTES

None at this time.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. Recognition of Contributions to the Town  
By the Late Wayne Schulz

Mayor Killen recognized the late Wayne Schulz for his many contributions to the Town over the years and presented a certificate of appreciation to his family.

B. Community Project Recognition

Mayor Killen recognized Rachelle Friedman and Chris Chapman for the recent community project remodeling their home and thanked a number of organizations and individuals for their contributions. A plaque was presented to the Remodelers Council of the Home Builders Association of Raleigh-Wake County.

Chris Chapman and Rachelle Friedman thanked everyone and announced that they plan to have an open house for all to see their renovations.

C. Recognition of Town Employees for House Fire Save

Mayor Killen thanked Fire Chief Tim Guffey and Public Safety Officer Ron Fullerton for saving a resident from a house fire in January and presented each with a plaque.

D. Recognition of Land Use Review Board Members

Mayor Killen thanked Doug Taylor and Brett Zick for serving the Town on both the Planning Board and Land Use Review Board and presented each with a plaque.

E. Oath of Office for PSO Detectives

Mayor Killen administered the Oath of Office to Don Ayscue and Orlando Soto for promotion to PSO Detective.

F. Introduction of New Employees

Public Safety Director Shawn Brown introduced Public Safety Officer Lawrence Capps and Mayor Killen welcomed Officer Capps and presented him with a town pin.

G. Multiple Sclerosis Awareness Week Proclamation

Mayor Killen proclaimed March 14-21, 2011 as Multiple Sclerosis Awareness Week in Knightdale.

ITEM IV. PUBLIC

**Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.**

A. Open to the Public

No one at this time.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

A. Taxes Receivable Report

**Authorize Wake County Revenue Department to collect delinquent taxes by all legal methods available including wage garnishment, attachment of bank accounts, foreclosure, and the North Carolina Debt Setoff Program.**

B. Copier Lease

**Approve and authorize Purchasing Agent to sign Equipment Lease Agreement.**

**...Motion by Councilor Poirier to adopt the consent agenda. Motion seconded by Councilor Gleason and carried unanimously.**

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

**If you anticipate speaking during a public hearing at tonight's meeting, print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.**

A. ZTA-1-11 Land Use Administrator Interpretations

Public hearing opened at 7:30 p.m.

Planner Jeff Triezenberg presented a zoning text amendment to amend Chapter 2 (Section 2.3B) of the Unified Development Ordinance in regard to clarifying how the Use Matrices may be interpreted by the Land Use

Administrator. Mr. Triezenberg recommended referral of ZTA-1-11 to the March 14, 2011 Land Use Review Board meeting.

No one else approached.

**...Motion by Councilor Gleason to close the public hearing at 7:34 p.m. and refer ZTA-1-11 to the March 14, 2011 Land Use Review Board meeting. Motion seconded by Councilor Eddins and carried unanimously.**

B. ZTA-3-11 Non-Conforming Street Frontages

Public hearing opened at 7:34 p.m.

Planner Jennifer Currin presented a zoning text amendment to amend Chapter 13 of the Unified Development Ordinance in regard to non-conforming street frontages, answered questions from Council, and recommended referring ZTA-3-11 to the Land Use Review Board's March 14, 2011 meeting.

Mayor Killen commended staff and the Planning and Engineering Committee for their effort in preparing the amendment.

No one else approached.

**...Motion by Councilor Eddins to close the public hearing at 8:01 p.m. and refer ZTA-3-11 to the March 14, 2011 Land Use Review Board meeting. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

C. ZTA-4-11 Chapters 3 and 4 Comprehensive Edit

Public hearing opened at 8:01 p.m.

Councilor Poirier exited at 8:02 p.m. and returned at 8:03 p.m.

Planner Jeff Triezenberg presented a zoning text amendment to amend Chapters 3 and 4 of the Unified Development Ordinance with technical edits for consistency of language and referencing, clarifications of intent and interpretation, and the removal of redundant text. Mr. Triezenberg recommended referring ZTA-4-11 to the March 14, 2011 Land Use Review Board meeting.

Councilor Eddins exited at 8:27 p.m.

No one else approached.

**...Motion by Councilor Poirier to close the public hearing at 8:31 p.m. and refer ZTA-4-11 to the March 14, 2011 Land Use Review Board meeting. Motion seconded by Councilor Gleason and carried unanimously.**

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

None at this time.

ITEM X. NEW BUSINESS

A. Hodge Road Siphon Change Orders #2 and #3

Town Engineer Fred Boone presented two change orders for the Hodge Road Siphon project and recommended approval.

Councilor Eddins returned at 8:34 p.m.

**...Motion by Councilor Eddins to authorize the Town Manager to execute Change Orders #2 and #3 to the Hodge Road Siphon project. Motion seconded by Councilor Roberson and carried unanimously.**

B. Triangle J Council of Government Contract  
Carolina Blue Skies and Green Jobs Initiative

Town Manager Seth Lawless presented an agreement with Triangle J Council of Governments that provides stimulus funds to convert ten Crown Victoria cruisers to a dual fuel system with new propane fuel tanks and explained that an agreement was approved previously to accept grant funds to install a fueling station at the Public Safety Center. Mr. Lawless noted that inaccurate numbers in the agreement provided have been corrected.

**...Motion by Councilor Roberson to approve the agreement as it relates to Crown Victoria conversions. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

ITEM XI. OTHER BUSINESS

None at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Gleason reported the committee's plan to meet next week to receive updates on the Park, Greenway, and First Avenue projects.

B. Finance

Mayor Pro Tem Chalk noted review of non-profit funding requests and fee schedule changes.

C. Public Safety

Councilor Eddins reported approval of a \$5,000 donation from the Firemen's Relief Fund for renovations to a Firefighter's home.

D. Nominating

No report.

E. Liaison

No report.

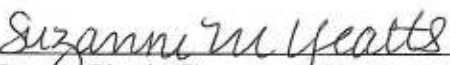
ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

**...Motion by Councilor Eddins to enter closed session at 8:41 p.m. to discuss a personnel matter. Motion seconded by Councilor Gleason and carried unanimously.**

ITEM XIV. ADJOURNMENT

**...Motion by Councilor Eddins to adjourn at 8:49 p.m. Motion seconded by Councilor Poirier and carried unanimously.**

  
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Mayor Russell B. Killen

  
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Town Clerk Suzanne M. Yeatts